

MILPERSMAN 1000-090

RACE ENTRIES ON FORMS, RECORDS, AND REPORTS

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References	(a) 62 FR 58782
	(b) OPNAVINST 5354.1E

1. **Procedure**. When entries regarding race and ethnicity are required on personnel forms, records, surveys, reports, or for online reporting, the race categories and standard data item codes listed in the next paragraph must be used (references (a) and (b) refer).

2. **Race Category Definition**. The definition used for race category is a division of mankind that possesses traits that are transmissible by descent and that are sufficient to characterize as a distinctive human type. The correct race categories and standard data item codes to use are:

Race Category	Standard Data Item Code	Definition
American Indian or Alaska Native	A	A person having origins in any of the original peoples of North and South America (including Central America).
Asian	B	A person having origins in any of the original peoples of the Far East, Southeast Asia, or Indian subcontinent. This area includes Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Black or African American	C	A person having origins in any of the original peoples of Africa.
Native Hawaiian or Other Pacific Islander	D	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
White	E	A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.
Decline to Respond	F	Decline to Respond is a choice that will be available to members when they choose not to indicate a race preference on any Navy form or online systems. It will not be used in combination with any other code.
Identification Pending	G	Identification Pending will not be an available option to members. It will be used in mortuary affairs and graves registration. This option will be a valid value in all Navy personnel systems. It will not be used in combination with any other code.

3. **Multiple Race Category Selection.** Members may select more than one of the race categories above except for the "Decline to Respond" and "Identification Pending" category. The following matrix is provided to describe race categories and accompanying standard data item codes for members selecting more than one race category.

Race Category	Standard Data Item Code
A, B American Indian or Alaska Native (A), and Asian (B)	H
A, B, C American Indian or Alaska Native (A), and Asian (B), and Black or African American (C)	J
A, B, C, D American Indian or Alaska Native (A), and Asian (B), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D)	K
A, B, C, D, E American Indian or Alaska Native (A), and Asian (B), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D), and White (E)	L
A, B, C, E American Indian or Alaska Native (A), and Asian (B), and Black or African American (C), and White (E)	M
A, B, D American Indian or Alaska Native (A), and Asian (B), and Native Hawaiian or Other Pacific Islander (D)	N
A, B, D, E American Indian or Alaska Native (a), and Asian (B), and Native Hawaiian or Other Pacific Islander (D), And White (E)	P

Race Category	Standard Data Item Code
A, B, E, American Indian or Alaska Native (A), and Asian (B), and White (E)	Q
A, C American Indian or Alaska Native (A), and Black or African American (C)	R
A, C, D American Indian or Alaska Native (A), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D)	S
A, C, D, E American Indian or Alaska Native (A), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D), and White (E)	T
A, C, E American Indian or Alaska Native (A), and Black or African American (C), and White (E)	U
A, D American Indian or Alaska Native (A), and Native Hawaiian or Other Pacific Islander (D)	V
A, D, E American Indian or Alaska Native (A), and Native Hawaiian or Other Pacific Islander (D), and White (E)	W
A, E American Indian or Alaska Native (A), and White (E)	X
B, C Asian (B), and Black or African American (C)	Y

Race Category	Standard Data Item Code
B, C, D Asian (B), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D)	Z
B, C, D, E Asian (B), and Black or African American (C), and Native Hawaiian or Other Pacific Islander (D), and White (E)	1
B, C, E Asian (B), and Black or African American (C), and White (E)	2
B, D Asian (B), and Native Hawaiian or Other Pacific Islander (D)	3
B, D, E Asian (B), and Native Hawaiian or Other Pacific Islander (D), and White (E)	4
B, E Asian (B), and White (E)	5
C, D Black or African American (C), and Native Hawaiian or Other Pacific Islander (D)	6
C, D, E Black or African American (C), and Native Hawaiian or Other Pacific Islander (D), and White (E)	7
C, E Black or African American (C), and White (E)	8
D, E Native Hawaiian or Other Pacific Islander (D), and White (E)	9

4. **Ethnic Group Definition.** The definition for the ethnic group category is a segment of the population that possesses common characteristics and a cultural heritage significantly different from that of the general United States population and closely identifies with that cultural heritage. The acceptable codes to use are:

Ethnic Group	Standard Data Item Codes
Other Hispanic descent	1
United States/Canadian Indian Tribes	2
Other Asian descent	3
Puerto Rican	4
Filipino	5
Mexican	6
Eskimo	7
Aleut	8
Cuban	9
Indian	D
Melanesian	E
Chinese	G
Guamanian	H
Japanese	J
Korean	K
Polynesian	L
Other Pacific Island descent	Q
Latin American with Hispanic descent	S
Vietnamese	V
Micronesian	W
Other - A person whose choice of an ethnic group is not listed above and chooses not to be associated with any of those ethnic groups.	X
None - A person choosing not be associated with any particular ethnic group.	Y
Unknown - Not an ethnic group choice. Used to indicate an error or omission that requires correction to include the individual in one of the recognized general classifications. Persons who do not know their ethnic group should choose one of the recognized ethnic groups or use "Other" or "None."	Z

5. Review or Update of Race Categories or Ethnic Group.

Effective 6 January 2003, members may review or update their race categories or ethnic group on file with the Navy by going to www.bol.navy.mil. This self-service method will be the permanent and preferred method for members to review or update their race categories or ethnic group. Members who cannot access www.bol.navy.mil may request assistance from their personnel office if the personnel office has access to the Navy Standard Integrated Personnel System (NSIPS). If members are not serviced by the local Personnel Support Activity Detachment (PERSUPPACT DET), they must locate an alternate location for access to www.bol.navy.mil, such as libraries, Internet cafes, and Single Sailor Centers. PERSUPPACT DETs may only access NSIPS records of members that are permanently assigned or serviced to their pay and personnel unit identification code (UIC). Self-identification will be the appropriate method of identifying and recording member's race and ethnicity.